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COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the Office of Public Records in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.

SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

Name of Traveler: Matthew VanKulken

Employing Office/Committee: Stabenow

Private Sponsor(s) (List all): The Pew Charitable Trusts

Travel Date(s): September 15-17, 2017

Description/Title of Attached Forms: RE-1 Form

Purpose of Amendment (describe the reason for amending original submission): Post-travel submission
must be amended with the Office of Public Records in SH-232.

10/24/2017
(Date)

[Signature]
(Signature of Traveler)

4958800008567

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Matt VanKuiken

Employing Office/Committee: Office of Senator Debbie Stabenow

Private Sponsor(s) (list all): The Pew Charitable Trust

Travel date(s): September 15, 2017-September 17, 2017

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Richmond, VA

Explain how this trip is specifically connected to the traveler's official or representational duties:

The bipartisan Chiefs of Staff Management and Leadership Conference is designed for chiefs to learn best management practices from one another and establish bipartisan working relationships.


Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

7/27/2017
(Date)

lete and correct to the best of my knowledge:


(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Debbie Stabenow hereby authorize Matt VanKuiken
(Print Senator's/Officer's Name) *(Print Traveler's Name)*

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

8/29/2017
(Date)

Robbie Starnow
(Signature of Supervising Senator/Officer)

